

**SECRET**

28 FEB 1964

**MEMORANDUM FOR : Chief, Audit Staff**

**SUBJECT : Report of Audit of CIA Welfare Assistance Board, 1 September 1962 to 31 October 1963**

**REFERENCE : Your Memorandum, Same Subject, dated 23 January 1964**

1. Referenced Report of Audit recommended that signature cards for persons currently authorized to make deposits and withdrawals of funds of the Welfare Assistance Board (WAB) be furnished to the Washington Permanent Savings and Loan Association in which WAB funds are deposited. Also, the Report of Audit noted that a nine cents (\$0.09) residual balance should be adjusted.

2. This is to report that action has been completed to supply signature cards for WAB funds on deposit in the Washington Permanent Savings and Loan Association. In addition, the nine cents (\$0.09) residual balance has been adjusted by obtaining this amount from the employee whose payment on account was inadvertently short by this amount.

/s/ Emmett D. Echols

**Emmett D. Echols  
Director of Personnel**

**Distribution:**

- 0 & 1 - Addressee
- 1 - DDS
- 1 - IG
- 1 - D/Pers
- X - C/BSD
- 1 - WAB

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|            |          |             |
|------------|----------|-------------|
| TO:        |          | DATE        |
| C/ BSD     |          | 28 FEB 1964 |
| ROOM NO.   | BUILDING |             |
| 5E47       |          |             |
| REMARKS:   |          |             |
| B/C Policy |          |             |
| FROM:      |          |             |
| D/Pers     |          |             |
| ROOM NO.   | BUILDING | EXTENSION   |

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